

BOWER BOARD MEETING MINUTES
7pm, Wednesday 19 March 2014

The Bower, Hut 34

Addison Road Community Centre

Present: Peter Carroll (PC), Bruce Diekman (BD), Trish Leen (TL), Robin Mead (RM), Terry O'Donnell (TO), Guido Verbist (GV), Cooperative Manager

Apologies: Mary Pianka, Menaka Cooke

Guests: Mark McKenzie and Oliver Bradshaw (Rules Review Committee)

Chair: Robin Mead

Minutes: Trish Leen

1. Welcome – Acknowledgment

Opening of meeting and acknowledgment of Country and People

2. Declarations of interest – none

3. Minutes of February 2014 meeting

Accepted as amended .

Moved: TO Seconded: BD

CARRIED

4. Rules Review

Robin introduced Oliver Bradshaw and Mark McKenzie from the Rules Review Committee. All committee members listed in previous minutes have agreed to participate in the Rules Review.

Mark outlined the scope of the Rules Review, the committee's Terms of Reference and new co-op law from March 2014. Mark anticipates the draft new rules to be ready by mid-June with a members meeting in July with to be finalised by August so that can be voted on in September at an SGM.

Board members raised the issue of whether the Co-operative structure is the best fit for the Bower and asked that this question also be put to members.

Mark & Oliver were thanked for their presentation and left the meeting.

5. Business Plan

GV tabled a Business Plan that could be ready to tie in with this year's 15th anniversary celebrations.

Comment: A Strategic Plan rather than a Business Plan is needed. Member Newsletter should advise of Rules Review, Strategic Plan and anniversary.

Motion: That the Strategic Plan be accepted in principle, and subject to agreed changes, be endorsed.

Moved: BD Seconded: TO

CARRIED

6. Documents tabled

³⁵/₁₇ Profit & Loss statements

³⁵/₁₇ Marrickville Men's Shed documents

³⁵/₁₇ Board letter sent to Free Radical Enterprises

7. WH&S

A risk register, with an action plan is needed. Also need to check fire status and evacuation training. Noted that the office space is not ideal.

Motion: GV is requested to provide a WH&S report to the next board meeting and to commence a WH&S risk register .

Moved: PC Seconded: TO

CARRIED

8. Marrickville Men's Shed

Free Radical Enterprise's response to the board's letter was discussed, as was the MMS income expenditure statement. No new information was tendered by Free Radical. The full document relating to annexure 10 provided to the board's special meeting on 5 March on this subject was tendered by GV. It contains evidence of the 10% administrative fee that has applied to the MMS grants.

Motion 1: MMS Income & Expenditure

That the Income and Expenditure Statement reporting carry-over grant funds of \$188.77 shall be accepted as the financial records of the Bower in regard to the MMS club grants, and for clarity:

This includes a 10% overhead charge that has been applied against grant income received over the financial years 2011-2013 which is consistent with the overhead

charges in the grant applications; and does not include any of the self-generated income from repairs by the MMS. These self-generated funds shall be used for the benefit of the MMS as determined by and in accordance with the income split to be formalised between the MMS and the Bower manager. For clarification the standard Bower policy on income splitting with third party groups is 50:50.

Moved: TO Seconded: PC

Carried: 3/1

Motion 2:

That the Bower Board conclude the arrangement with Michael Greensmith as MMS Facilitator with two weeks' notice (two days' pay). During these two weeks Michael is invited to participate in two days of transitional workshops for MMS, to be chaired by the Co-op Manager with Board assistance if required. Payment to Michael at the normal rate of \$237 a day will be paid when all the tools from the successive MMS grants are returned to the Bower (including the 3D Printer when it is delivered).

Moved: PC Seconded: TO

Carried: 3/1

It was agreed that a letter would be sent to Free Radical Enterprises outlining the above decisions.

MEETING CLOSED at 9.10pm